

Department of the Interior
Office of the Secretary
Contingency Plan for a Potential Lapse in Appropriations

The Office of the Secretary (OS) contingency plan is provided in accordance with the requirements of Office of Management Budget Circular A-11 Section 124. The OS contingency plan covers the offices included as part of the Immediate Office of the Secretary; the Assistant Secretaries for Fish and Wildlife and Parks, Insular Affairs, Lands and Minerals Management, Water and Science, and Policy, Management and Budget; and the Central Utah Project Completion Act Project Office. Separate plans have been developed for the Assistant Secretary for Indian Affairs, the Assistant Secretary for Insular Affairs, the Office of the Special Trustee for American Indians, the Office of the Solicitor, and the Office of Inspector General.

In preparing the contingency plans, staffing needs were carefully reviewed. Presidentially appointed -Senate confirmed (PAS) individuals are exempted from furlough pursuant to Department of Justice Legal opinions. Administrative support for these individuals has been kept at a minimal level to support essential functions and ongoing operations. A minimum level of staffing to protect life and property has been exempted from furlough to perform essential functions. Other exempted personnel include those needed to provide support for essential operations, including budget, finance, information technology, human resources, acquisition, and other administrative functions.

Of the approximately 2,600 employees covered by the plan, approximately 435 employees will be retained for the duration of the shutdown. Of these, 239 are National Business Center, including 186 employees whose compensation is financed by means other than annual appropriations, and 53 employees who provide essential support services, including human resources, information technology, financial management, contracting, and facilities support to Interior. In order to continue to collect and disburse funds to Indians, states, and other Federal agencies, 46 employees will be retained within the Office of Natural Resources Revenue and funded through the use of carryover funding.

Other employees will be available on call to respond to natural or other emergencies, and to provide contracting, facilities, budgeting, or other administrative support for these emergency services.